

## 7 Inspection and Certification of “Prescribed Building or Building Works” (commonly known as “Household Minor Works Validation Scheme”)

### 7.1 Objective

- 7.1.1 At present, building works of a minor nature have often been carried out without the “prior approval and consent” of the Building Authority (“BA”) and hence are unauthorized. Such works include works relating to supporting frames for air conditioners, drying racks and small canopies which are carried out to meet practical household needs. To rationalize these three specific types of unauthorized works and enable owners to retain them for continued use, “Household Minor Works Validation Scheme” is introduced as part of the “minor works control system” (“MWCS”).
- 7.1.2 This scheme only applies to the “prescribed building or building works” (“PB/BW”) in Schedule 3 of the Building (Minor Works) Regulation (“B(MW)R”). Currently the PB/PW in Schedule 3 include supporting structures or metal supporting frame for air-conditioning unit, drying rack and small light weight canopy meeting certain criteria, and **completed or carried out before the full implementation of the MWCS on 31 December 2010.**



### 7.2 Mechanism

- 7.2.1 Subject to the inspection and certification by a building professional or registered contractor<sup>8</sup> to confirm their safety and submitted to the BA in the specified form (Form MW06), with photographs

8. The building professional or registered contractor to be appointed is specified in section 62(2) of the B(MW)R: AP, RSE, RGBC, RMWC(Co) registered for Types A or E minor works or RMWC(Ind) registered for items 3.25, 3.27 to 3.29 or 3.34 to 3.38.

**Person who arranged for the inspection to be carried out**

Appoint building professional / registered contractor to inspect the installations

Appoint PRC to carry out the alteration / strengthening works to the installations under the "simplified requirements"

**Appointed Person**

- AP;
  - RSE;
  - RGBC;
  - RMWC(Co) registered for Type A minor works;
  - RMWC(Co) registered for Type E minor works;
- or
- RMWC(Ind) registered for minor works items 3.25, 3.27 to 3.29 or 3.34 to 3.38.

Carry out inspection to confirm  
installations inspected are PB/BW

Advise "the person who arranged for the inspection to be carried out" that the scheme is not applicable

Installations inspected are non-concrete canopies projecting  $\leq 750\text{mm}$

installations inspected are structurally safe

Alteration / Strengthening works to the inspected installations are feasible

Within 14 days after the completion of the inspection (If alteration / strengthening works are involved, within 14 days after the completion of such works), submit to the BA the specified form (Form MW06), photographs & description showing the physical condition of the PB / BW as inspected, to certify that the installations are structurally safe & comply with the BO<sup>9</sup>

Advise "the person who arranged for the inspection to be carried out" to arrange alteration / strengthening works to the inspected installations by PRC under the "simplified requirements" before re-inspection

**Building Authority**

After verification of the key information provided; issue an acknowledgement letter with submission number, e.g. VS101200001

9. Except BO s.14(1) & Building (Administration) Regulation 25.



and description showing the physical condition of the PB/BW as inspected, the BA will not serve an order under section 24 or a notice under section 24C of the Buildings Ordinance ("BO") in respect of these validated structures on the ground that they have been completed or carried out without prior approval and consent. Enforcement action on these validated structures will only be taken if they pose a safety risk. Alteration and/or strengthening works<sup>10</sup> may have to be carried out before such works can be certified.

- 7.2.2** The BA will conduct audit checks upon receipt of the above notice to ascertain compliance with the statutory requirements and ensure the safety standard of such PB/BW. The appointed person will be notified of any irregularity found. Disciplinary and prosecution actions may be taken against cases of non-compliance.

### **7.3 Status of the Validated "Prescribed Building or Building Works"**

- 7.3.1** The legal status of those validated structures will remain unchanged, i.e. they are still unauthorized building works.
- 7.3.2** The insurance industry is positive to offer insurance policy for those validated structures as long as their safety condition is maintained. Interested owners may liaise with their insurance company/agent for details.

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10. Precautions are required on the selection and use of rivets in alteration and/or strengthening works.